

Facility Services

Thomas Miller, Director

MISSION STATEMENT

To protect the public health and conserve resources by treating wastewater, monitoring and maintaining closed landfills, collecting and processing solid waste and diverting recyclables and hazardous materials from the waste stream in a cost effective, compliant manner.

Appropriation	Budget 2003-04	Position Allocations	Recommended 2004-05	Position Allocations
Special Districts (Internal Services Fund)*	\$ 5,318,051	43	\$ 5,455,540	43
Solid Waste Management (Enterprise Fund)*	2,465,436	19	2,563,766	21
Eastern Regional Landfill (Enterprise Fund)*	1,995,038	0	1,873,844	0
Total:	<u>\$ 9,778,525</u>	<u>62</u>	<u>\$ 9,893,150</u>	<u>64</u>

* Amounts include total operating expenses and fixed assets

CORE FUNCTIONS

Special Districts (Internal Service Fund)

To operate and maintain the County Sewer Maintenance Districts (SMD) and County Service Areas (CSA) that provide sewer service, domestic water service, drainage maintenance and a water source for fire protection to various CSAs within Placer County.

Solid Waste Management (Enterprise Fund)

To manage the diversion of recyclable materials, and the collection and disposal of solid waste generated within Placer County in an environmentally safe manner.

Eastern Regional Landfill (Enterprise Fund)

To manage and monitor the Eastern Regional Landfill (ERL) to protect the environment and to comply with regulatory requirements, and manage the Eastern Regional Material Recovery Facility (MRF) to divert material away from landfills in compliance with state law.

ERSLA Closure/Post Closure (Enterprise Fund)

To meet the financial assurance obligations for the closure costs and post closure costs of Title XXVII of the Code of Regulations. These regulations require that a certain amount of funding be maintained in trust to ensure that enough funds are dedicated and available to meet the financial needs of the closed facility. This enterprise fund is used to fund the post closure expenses of the landfill.

FY 2003-04 Major Accomplishments

- Negotiate a new discharge permit for the SMD No. 1 wastewater treatment plant that will allow the District to protect the public health while continuing efforts to regionalize wastewater treatment.
- Complete a capacity analysis of a portion of the SMD No. 1 collection system to be used in the five-year master plan for the District.
- Complete the design of the Sheridan (CSA No. 6) Infiltration and Inflow Correction Project to qualify for Community Development Block Grant money for completion of the project.

Facility Services

Thomas Miller, Director

- Completed Phase I of the ERL MRF Expansion Project, including the water system and northern expansion of the MRF.
- Revised and resubmitted the countywide Integrated Waste Management Plan in compliance with state requirements.
- Negotiated a new contract with the garbage collection franchisee for Areas 2, 3 and 4 (Tahoe) that will allow growth in facilities and services for Placer County residents and businesses.
- Negotiated a new contract with the garbage collection franchisee for Areas 1, 5 and 6 (western Placer County) that will provide important new services and rate maintenance provisions for Placer County residents and businesses.
- Provided curbside greenwaste collection services to many of the residents of western Placer County.
- Maintained compliance with local, state and federal regulations.
- Negotiated new waste discharge requirements for three closed landfills.

FY 2004-05 Planned Accomplishments

- Develop a new sewer system master plan for the community of Applegate to comply with requirements to stop surface water discharge and provide cost effective wastewater service.
- Construct the Sheridan Infiltration and Inflow Correction Project.
- Complete approximately \$400,000 of infiltration and inflow correction construction in SMD No. 1, SMD No. 2, and SMD No. 3.
- Hire consultants to begin studies, preliminary designs and environmental work on regionalizing the Auburn, Applegate and Lake of the Pines sewer systems into the Lincoln Regional Wastewater Treatment Plant.
- Install two new water monitoring wells at the Eastern Regional Landfill and two new water monitoring wells at the Loomis Landfill to improve our understanding of each site's geology and hydrology.

Department Comments

The department continues efforts to provide cost effective wastewater collection and treatment services. During the upcoming year, the Special Districts Division will focus on compliance with increasingly stringent regulatory requirements and accommodating the continuing growth within the various sewer districts. Negotiating a new discharge permit for SMD No. 1, developing a sewer master plan for the community of Applegate to comply with regulatory requirements, and managing development of sewer infrastructure in the western areas of the County will challenge staff and resources.

The Solid Waste Management Division will continue maintaining and monitoring the County's closed landfills, protecting the public health and the environment. The division also oversees garbage collection contracts, and has reduced the franchise fee charged to all collection customers by 2% for FY 2004-05.

The Solid Waste Management Division's staff also manages the Eastern Regional Landfill Enterprise Fund. Challenges facing this unit during the upcoming year include completing construction of a major expansion to the MRF.

County Executive Comments And Recommendations

Special District Services is an internal service fund that provides services on a fee basis. The recommended budget will cover the cost of requested extra-help and overtime and the addition of one senior civil engineer to handle significant workload increases and to strengthen staff supervision and regional oversight. Recommended fixed assets include architectural costs and replacement of remote monitoring system for a new shop (\$50,000) and \$314,000 for vehicles and equipment scheduled for replacement. Revenues (\$5,492,540) will reimburse the operating expenses and equipment needs (\$5,492,540).

Land Use Services

Facility Services

Thomas Miller, Director

To meet an increasing demand for regulatory review and facility planning, *Solid Waste Management* recommends the allocation of two new waste disposal site attendants. Recommended expenditures will cover the cost of staffing for current and requested new positions, the County Litter Program, professional services for Local Enforcement Agency (LEA) activities, and County Counsel costs.

Also recommended is \$13,000 for replacement of an outdated remote monitoring system and special department expenses for monitoring, sampling, maintenance, and other activities to meet regulatory requirements. The costs of this budget are offset by interest earnings (\$190,000); landfill fees, which have declined in FY 2004-05 due to Board-approved reductions in franchise fees charged to garbage collection customers; and miscellaneous revenues (\$1,629,000) derived from reimbursements from Placer Waste Management Authority, Eastern Regional Landfill, and Special Districts budgets.

Eastern Regional Landfill operating expenditures have increased primarily due to required permitting updates, management of the domestic water supply for the site, and a restructuring and consolidation of complex contracts for operations, collections, and onsite facilities. Also recommended are significant increases in the cost of general liability insurance and \$150,000 for anticipated one-time regulatory requirements for additional monitoring wells and improvements. Tipping fees (\$1,688,000) and interest earnings (\$48,000) support this budget. The net remaining funding available is recommended for addition to reserves for fixed asset acquisition.

PROPRIETARY FUNDS

SPECIAL DISTRICTS INTERNAL SERVICE FUND

FUND 260800 / APPROPRIATION 06280

	Actual 2002-03	Budget 2003-04	Requested 2004-05	Recommended 2004-05	Change %	Adopted 2004-05
Operating Expenses						
Salaries and Employee Benefits	\$ 2,958,235	\$ 3,217,771	\$ 3,550,169	\$ 3,550,169	10%	\$ -
Services and Supplies	1,664,510	1,472,406	1,325,545	1,288,545	-12%	-
Other Charges	111,256	93,874	116,326	116,326	24%	-
Other Financing Uses	23,943	-	21,000	21,000	100%	-
Appropriations for Contingencies	-	75,000	75,000	75,000	0%	-
Total Operating Expenditures:	\$ 4,757,944	\$ 4,859,051	\$ 5,088,040	\$ 5,051,040	4%	\$ -
Revenue						
Revenue from Use of Money and Property	\$ 19,380	\$ 23,000	\$ 20,000	\$ 20,000	-13%	\$ -
Charges for Services	4,857,292	5,221,051	5,472,540	5,472,540	5%	-
Miscellaneous Revenue	40,906	-	-	-	0%	-
Other Financing Sources	-	27,000	-	-	-100%	-
Total Revenue:	4,917,578	5,271,051	5,492,540	5,492,540	4%	-
Net Income (Loss)	\$ 159,634	\$ 412,000	\$ 404,500	\$ 441,500	7%	\$ -
Fixed Assets	\$ 7,842	\$ 459,000	\$ 404,500	\$ 404,500	-12%	\$ -
Allocated Positions	43	43	44	43	0%	-

CORE FUNCTION: SPECIAL DISTRICTS

Special District Engineering Program

Program Purpose: To design sewer line and treatment plant rehabilitation and expansion projects through in-house and contracts, and to provide management of all construction projects and review new development plans in order to provide quality sewer infrastructure to unincorporated areas of Placer County.

Land Use Services

Facility Services

Thomas Miller, Director

Total Expenditures: \$ 1,497,965

Total Staffing: 12.0

- **Key Intended Outcome:** Quality sewer infrastructure is available to areas of unincorporated Placer County.

Special District Services Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
\$ of rehabilitation projects per year	\$300,000	\$300,000	\$300,000
# of sewer connection inspections made within 48 hours/ # completed per technician	N/A	2,000 / 500	2,500 / 625
# of development plans processed within specified timelines/ # processed per engineer	N/A	300 / 100	300 / 100
# Underground Service Alert markings completed/# marked per technician	N/A	800 / 200	800 / 200

Program Comments: The engineers and engineering technicians in Special Districts have four main tasks: design and construct sewer rehabilitation projects, plan check new sewer plans of developers, inspect the sewer connection of new homes, and to mark the pavement and ground where existing sewers exist when Underground Service Alert is called by contractors who are digging near our sewers. The indicators above show the level of work required by that staff.

Wastewater Treatment Plant Operations

Program Purpose: To operate and maintain wastewater treatment plants for county SMD and CSA to ensure compliance with regulations that protect the public health, the environment and water quality.

Total Expenditures: \$ 1,497,965

Total Staffing: 12.0

- **Key Intended Outcome:** The public health, environment and water quality in the State of California are protected.

Wastewater Treatment Plant Operations Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
# of million gallons (MG) of water treated	795 MG	795 MG	820 MG
\$ per million gallons of water treated	\$1,775 / MG	\$1,775 / MG	\$1,775 / MG
# of water quality permit violations per year	2	2	2
\$ paid in fines due to water quality permit violations	\$ -	\$ -	\$ -

Program Comments: The wastewater treatment plant operations staff operates and maintains two mechanical treatment plants, two sewer pond systems, the Sheridan Domestic Water System and the Blue Canyon Community Sewer System. They operate those systems under permits issued by the State of California and Federal Environmental Protection Agency (EPA). When the plants are not operating correctly, violations occur and possible fines are paid. The indicators above show the level of work required and the problems incurred.

Land Use Services

Facility Services

Thomas Miller, Director

Collection System Maintenance Program

Program Purpose: To clean, repair and upgrade sewer pipes and sewage pump stations for county SMD and CSA in order to ensure sewer infrastructure is maintained to maximize its life span, prevent sewage system overflows and protect the public health.

Total Expenditures: \$ 2,496,609

Total Staffing: 20.0

- **Key Intended Outcome:** Lifespan of infrastructure is maximized, sewage system overflows are prevented and the public health is protected.

Collection System Maintenance Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
# of sewage overflows per year	5	5	5
# of preventable sewage overflows per year	4	4	4
# of miles of sewer pipeline managed/ # of miles of sewer pipe maintained per staff per EPA standards	232 / 26	245 / 30.6	270 / 25
\$ per mile to maintain collection system	\$11,900 / mile	\$11,000 / mile	\$9,200 / mile

Program Comments: Special Districts Division maintains 260 miles of sewer pipe in nine sewer districts around the County. They also maintain 36 sewage liftstations in those districts. Sewers need to be cleaned and pump stations maintained or sewage overflows occur. The indicators above reflect the level of maintenance put into the sewer system and the number of overflows that occur. The Federal EPA standard for collection system maintenance is approximately 20 miles of sewer pipe per sewer worker.

SOLID WASTE MANAGEMENT ENTERPRISE FUND FUND 220450 / APPROPRIATION 04500

	Actual 2002-03	Budget 2003-04	Requested 2004-05	Recommended 2004-05	Change %	Adopted 2004-05
Operating Expenses						
Salaries and Employee Benefits	\$ 1,123,544	\$ 1,372,096	\$ 1,687,118	\$ 1,594,236	16%	\$ -
Services and Supplies	534,287	853,840	817,030	817,030	-4%	-
Other Charges	322	14,500	14,500	14,500	0%	-
Appropriations for Contingencies	-	125,000	125,000	125,000	0%	-
Total Operating Expenditures:	\$ 1,658,153	\$ 2,365,436	\$ 2,643,648	\$ 2,550,766	8%	\$ -
Revenue						
Revenue from Use of Money and Property	\$ 229,039	\$ 240,000	\$ 190,000	\$ 190,000	-21%	\$ -
Intergovernmental Revenue	28,832	2,000	-	-	-100%	-
Charges for Services	1,879,380	1,819,000	1,654,000	1,654,000	-9%	-
Miscellaneous Revenue	1,037,365	1,166,495	1,501,011	1,408,129	21%	-
Total Revenue:	3,174,616	3,227,495	3,345,011	3,252,129	1%	-
Net Income (Loss)	\$ 1,516,463	\$ 862,059	\$ 701,363	\$ 701,363	-19%	\$ -
Fixed Assets	\$ 62,185	\$ 100,000	\$ 13,000	\$ 13,000	-87%	\$ -
Allocated Positions	18	19	21	21	11%	-

Note: This budget also provides for labor to support the Eastern Regional Landfill's operations (\$174,599/2.0 positions) and the Western Placer Waste Management Authority (\$1,151,915/15 positions).

Land Use Services

Facility Services

Thomas Miller, Director

CORE FUNCTION: SOLID WASTE MANAGEMENT

Landfill Monitoring & Maintenance Program

Program Purpose: To monitor and maintain three closed landfills located in Meadow Vista, Foresthill and Loomis to protect the public by mitigating possible environmental impacts caused by past burial of solid waste.

Total Expenditures: \$798,080

Total Staffing: 2.0

- **Key Intended Outcome:** Environmental impacts are mitigated.

Landfill Monitoring & Maintenance Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
# of violations of state minimum standards noted by the Enforcement Agent or Regional Water Quality Control Board	0	0	0
# of landfill gas samples exceeding 5% at property line	0	0	0
# of water samples taken per quarter (average)	N/A	35	38

Program Comments: All three landfills remain in compliance with Corrective Action Plans required by the Regional Water Quality Control Board. Landfill gas recovery systems are operating effectively to control gas migration. Water samples taken as required by Waste Discharge Requirements.

Garbage Collection Program

Program Purpose: To provide efficient garbage collection services to resident and business owners in order to cost effectively manage solid waste generated throughout unincorporated areas in Placer County.

Total Expenditures: \$399,040

Total Staffing: 1.0

- **Key Intended Outcome:** Solid waste is managed efficiently and effectively.

Garbage Collection Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
# of customer complaints received	3	6	5
% of customer complaints responded to within 24 hours	80%	90%	100%
Ratio of increase in customer cost for garbage collection (Auburn Placer Disposal Service (APDS) totter customer) to increase in Consumer Price Index (CPI)	0	1.0	0.9
Ratio of increase in customer cost for garbage collection (Tahoe Truckee Sierra Disposal (TTSD) 32-gal can customer) to increase in CPI	1.25	1.8	1.5
# of customers served by APDS	25,349	25,000	25,000
# of customers served by TTSD	N/A	9,150	9,200

Land Use Services

Facility Services

Thomas Miller, Director

Program Comments: The number of complaints received remains small compared to the number of customers served. Both garbage services are doing a good job of handling problems that occur on a routine basis. Collection costs for Auburn Placer Disposal Service were not increased last year, and may actually decrease in FY 2004-05 due to a 2% reduction in franchise fees approved by the Board of Supervisors last year. Tahoe Truckee Sierra Disposal rates will continue to increase faster than the CPI due to tipping fee increases at the Eastern Regional Landfill.

Recycling & Household Hazardous Waste Program

Program Purpose: To provide recycling and hazardous waste services to citizens throughout the unincorporated areas of Placer County in order to conserve resources, reduce the quantity of wastes buried in landfills, and provide safe disposal of hazardous wastes while meeting state mandated waste diversion goals.

Total Expenditures: \$133,013

Total Staffing: 1.0

- **Key Intended Outcome:** Resources are conserved, the quantity of waste buried in landfills is reduced, and hazardous wastes are disposed of safely.

Recycling & Household Hazardous Waste Programs Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
% diversion per requirement imposed by AB 939 (50% diversion mandate/data lags by two years)	52%	58%	55%
# of unincorporated Placer County customers using free Household Hazardous Waste (HHW) services	1,250	1,400	1,500
% satisfaction of HHW event customers	N/A	N/A	80%

Program Comments: Diversion programs have been very successful. Unincorporated Placer County is the only large local agency in the County that is exceeding the 50% diversion mandate. A very successful one-day HHW event was held in October of 2003. We intend to offer this program again in 2004.

EASTERN REGIONAL LANDFILL ENTERPRISE FUND FUND 220400 / APPROPRIATION 02890

	Actual 2002-03	Budget 2003-04	Requested 2004-05	Recommended 2004-05	Change %	Adopted 2004-05
Operating Expenses						
Services and Supplies	\$ 401,408	\$ 652,253	\$ 1,032,239	\$ 1,032,239	58%	\$ -
Other Charges	131,459	552,785	551,605	551,605	0%	-
Appropriations for Contingencies	-	140,000	140,000	140,000	0%	-
Total Operating Expenditures:	\$ 532,867	\$ 1,345,038	\$ 1,723,844	\$ 1,723,844	28%	\$ -
Revenue						
Revenue from Use of Money and Property	\$ 166,602	\$ 97,250	\$ 117,720	\$ 117,720	21%	\$ -
Other Financing Sources	78,526	80,000	80,000	80,000	0%	-
Total Revenue:	1,681,134	1,604,832	1,895,310	1,895,310	18%	-
Net Income (Loss)	\$ 1,148,267	\$ 259,794	\$ 171,466	\$ 171,466	-34%	\$ -
Fixed Assets	\$ 44,500	\$ 650,000	\$ 150,000	\$ 150,000	-77%	\$ -
Allocated Positions	-	-	-	-	0%	-

Land Use Services

Facility Services

Thomas Miller, Director

CORE FUNCTION: EASTERN REGIONAL LANDFILL

Landfill Monitoring & Maintenance Program

Program Purpose: To protect the public from possible environmental impacts caused by past burial of solid waste in the Eastern Regional Landfill.

Total Expenditures: \$749,538

Total Staffing: 0

- **Key Intended Outcome:** Groundwater is protected, recyclables are reused and landfill space is saved.

Landfill Monitoring & Maintenance Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
# of violations of state minimum standards noted by the Local Enforcement Agent or Regional Water Quality Control Boards	0	0	0
# of water samples taken per quarter (average)	20	12	14
# of landfill gas samples exceeding 5% at the property line	0	0	0

Program Comments: The landfill remains in compliance with a myriad of local, state and federal regulations. Staff successfully negotiated reductions in the amount of sampling events required under new Waste Discharge Requirements. Construction of two new groundwater-monitoring wells may be required next year. The landfill gas control system has been operating with very few shutdowns and has effectively controlled landfill gas.

Material Recovery Facility Operations Program

Program Purpose: To recover recyclable materials from the wastes generated in Placer County, Nevada County, Truckee, Colfax and El Dorado County, and transfer unwanted materials to the Lockwood Landfill in Nevada.

Total Expenditures: \$1,124,306

Total Staffing: 0

- **Key Intended Outcome:** Recyclable materials recovered from waste stream, resources preserved and landfill space is saved.

Material Recovery Facility Operations Indicators:	Actual 2002-03	Projected 2003-04	Target 2004-05
% of materials diverted at the ERL MRF	32%	N/A	33%
# of tons processed per quarter through ERL Operations (average)	18,561	19,200	19,800
Ratio of increase in cost per ton to process and dispose of waste to increase in CPI	1.94	2	2
# of violations of state minimum standards noted by the Local Enforcement Agent or Regional Water Quality Control Boards	1	0	0

Program Comments: A major facility expansion was initiated this year and will continue into next year. This will allow our contractor to process more materials and recover a higher percentage of those processed. Costs are projected to rise faster than the CPI because we need to contribute funds towards the purchase of existing and planned buildings from our contractor.

Land Use Services

Facility Services

Thomas Miller, Director

ERSLA CLOSURE/POST CLOSURE
ENTERPRISE FUND
FUND 220404 / APPROPRIATION 02840

	Actual 2002-03	Budget 2003-04	Requested 2004-05	Recommended 2004-05	Change %	Adopted 2004-05
Operating Expenses						
Other Financing Uses	\$ 78,526	\$ -	\$ 180,000	\$ 180,000	100%	\$ -
Total Operating Expenditures:	\$ 78,526	\$ -	\$ 180,000	\$ 180,000	100%	\$ -
Revenue						
Revenue from Use of Money and Property	\$ 103,114	\$ -	\$ 70,000	\$ 70,000	100%	\$ -
Total Revenue:	103,114	-	70,000	70,000	100%	-
Net Income (Loss)	\$ 24,588	\$ -	\$ (110,000)	\$ (110,000)	100%	\$ -
Fixed Assets	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Allocated Positions	-	-	-	-	0%	-

Program Purpose: The ERS LA Closure/Post Closure appropriation meets the financial assurance obligations for the closure costs and post closure costs of Title XXVII of the Code of Regulations. These regulations require that a certain amount of funding be maintained in trust to ensure that enough funds are dedicated and available to meet the financial needs of the closed facility.

For several years, the County has been contributing funds to the trust fund per the regulations. This appropriation is used to fund the post closure expenses of the landfill. The Integrated Waste Management Board has approved the transfer of trust funds to this appropriation to fund operations. The trust continues to demonstrate the ability to fund expenses for the mandatory 30-year maintenance period.